

Draft minutes of Neasham Parish Council meeting held on Tuesday 2 September 2025, 6:30PM, in Neasham Reading Room

## **PRESENT**

C Bayes, G Crute, M Hannaford, K Sandick, L Tostevin, P Walters, E Miller, Clerk J Turner

## **ABSENT**

P Dunn, J Chapple, B Crossen

### **1. Chair's welcome and apologies for absence**

The Chair welcomed Councillors to the meeting  
Apologies accepted – P Dunn, C Chapple and B Crossen

### **2. Declarations of interest in items on the agenda**

There were no Declarations of Interest.

### **3. Approval of the minutes of the Ordinary Meeting held on 1 July 2025**

The minutes of the Ordinary Meeting held on 1 July 2025 were confirmed as a correct record.

### **4. Environment Agency Flood Resilience**

#### **4.1 Flood defence team arrangements**

By way of supporting the Environment Agency and building flood resilience K Sandick, M Hannaford, B Crossen, J Turner, E Miller and G Crute have agreed to be the Neasham Parish Flood Wardens.

M Hannaford to check if water level gauges have been established towards Hurworth.

### **5. Appointment of Asset, Business and Risk Overseers**

Agreed overseers (with no objections against)

Business Overseer – C Bayes

Risk & Asset Overseers – B Crossen and M Hannaford

### **6. PACT Meeting**

#### **6.1 Feedback from previous meeting**

L Tostevin was in attendance – Confirmed nothing of relevance to Neasham was mentioned.

## **6.2 Posters for noticeboards.**

Confirmed on noticeboards

## **6.3 Next meeting at Neasham Reading Room - 9 October**

Reading Room confirmed as booked by Reading Room Chair.

## **7. Roads and Footpaths**

### **7.1 Survey on suggested locations and preparation of a request to Darlington BC for the installation of dropped kerbs.**

C Bayes walked the village with a villager who notified of the issue. Confirmed areas of the village do pose a problem for access with wheelchairs and those with pushchairs. C Bayes to share findings with L Tostevin who has agreed to share with DBC.

## **8. Environment Agency Matters**

### **8.1 Update on safety fence along the top of the east bank to Kent Beck, which Neasham PC considers an urgent safety requirement**

Environment Agency in attendance but work unconfirmed.

## **9. Village Green**

### **9.1 Replacement of broken barrier post**

Completed

### **9.2 Purchase of winter plants**

Await the return of P Dunn to discuss further.

Additional plant tub in the village has been requested by a villager who are happy to maintain themselves. Request for Mr. Dunn to source.

### **9.3 Oversight of tree care**

See 9.4

### **9.4 Planned tree maintenance**

Agreed that Leylandii requires maintenance by Arborist, G Crute to pass details onto Clerk so it can be booked in.

Going forward K Sandick will oversee Tree maintenance for Neasham Parish Council in place of G Crute.

## **10. Planning**

### **10.1 No applications received since the last meeting**

None

## **11. Risk Management**

### **11.1 Test certificate required for power supply to the Village Green junction box; supply of lock to junction box**

Insurance requires certificate of safety from someone with an IEE qualification.  
K Sandick to compile letter to send to Northumbria Water.

### **11.2 Preparation of Risk Management Report for Q2**

Clerk and C Bayes will revisit previous risk management reports and compile a Q2 report

### **11.3 Defibrillator maintenance**

Pads outside the pub will need replacing in November. Agreed to order more.

## **12. Finance**

### **12.1 Payments previously approved and made in July/August**

John Walker retirement gift for years of service (£100)

### **12.2 Online banking – setting up new signatory and arranging access to view statements and make payments.**

M Hannaford to correct signatories prior to online banking request.

### **12.3 Budget/Precept 2025/26**

Not required until post conversation with Neasham Reading Room.

Clerk to send out invitation to Neasham Reading Room Chair for Octobers meeting.

### **12.4 Insurance cover renewal due in September (third and final year of the long-term agreement)**

Confirmed we will renew with Zurich for final year. Safeguarding policy needs to be put in place, C Bayes has produced and councillors have reviewed. In agreement that the insurance can be paid.

## **13. Reaching Out, Communications and Events**

### **13.1 Progress report on the proposed village newsletter, expected to be circulated throughout the parish in late November or early December**

Chair expanded on what this will include, ensuring it provides something for everyone including contact details, information on the local area and upcoming events.

### **13.2 Reading Room**

Covered in 12.3.

### **13.3 Parish council contact details**

Confirmed correspondence should be made through email address – clerk@neashamparishcouncil.co.uk and a voicemail can be left on the new Neasham Parish Council number of 07356 264323 which is purely for NPC matters only.

## **14. Ward Councillor Matters**

### **14.1 Reports from Ward Councillors**

Ward surgery with M Vickers at Hurworth Grange was a success with positive feedback

Upcoming events in the area include Hopetown hosting a 'Night at the Museum' on 20th September and on 27th September at 10am –'Locomotion No. 1' will pass over the bridge at John Street Car Park.

Surveillance cameras available from DBC to place in suggested areas of crime.

### [Redeployable CCTV](#)

#### **15. Correspondence**

##### **15.1 Teesside Airport Noise**

Villager has included NPC in a letter to Teesside Airport re the frequency and level of noise. Clerk to circulate letter with councillors.

#### **16. Other Village Matters**

**16.1 Introduction protocol for new councillors – process and requirements – To review at a later date.**

##### **16.2 Remembrance Sunday plans**

Clerk and G Crute to make plans which cover correspondence, invitations and agenda for the event.

**16.3 Any other matters members wish to raise (not requiring formal notification)**

**16.4 Speed signs – Broken and not functioning as expected**

K Sandick will look at the process of repair but also alternative solutions going forward to help reduce speed but also be considerate to Villagers.

#### **17. Date of next Ordinary Parish Meeting**

Tuesday, 7 October 2025